

Delaware Taxpayer Portal – Make a Payment

The following pages outline the steps required to make a payment in the Portal.

In order to make a payment, you must be a Registered User on the Portal, and linked to the tax account(s) you will be paying for either as an Administrator or Authorized User.

The current payment options in the Portal are Debit/Credit Card Payment and ACH Payment. To make a payment via Debit/Credit Card, follow the steps in section 3. To make a payment via ACH, follow the steps in section 4.

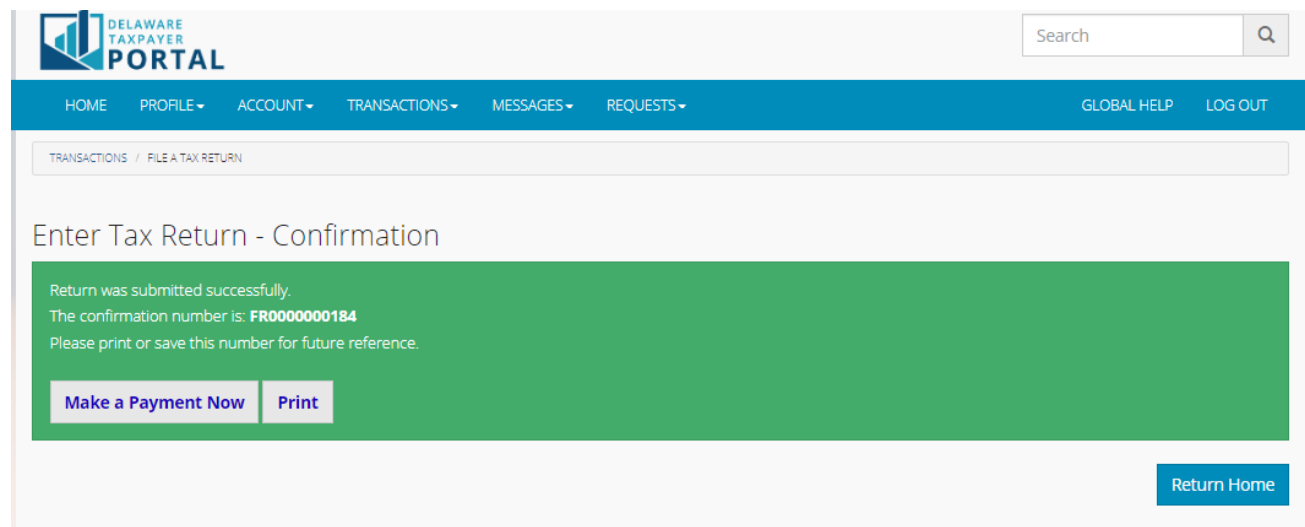
There are two ways to make a payment in the Portal. To make a payment immediately after filing a return, follow the steps in section 1. This is the recommended way to make a payment, as it is easiest and quickest to complete. To make a payment at any other time, follow the steps in section 2.

Make a Payment Immediately After Filing a Return

1 From the return confirmation page, select “Make a Payment Now”

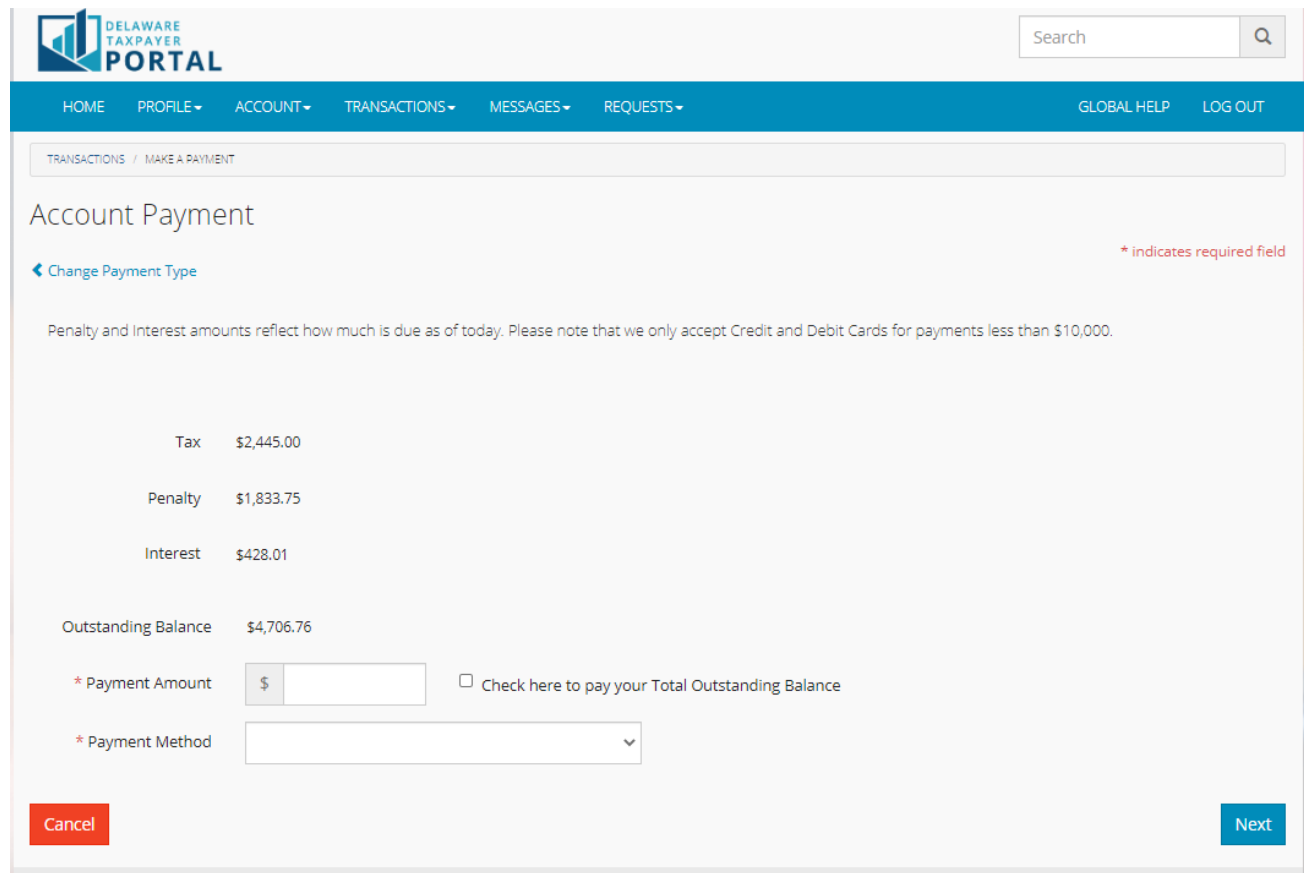
Once you have successfully filed your return, select the “Make a Payment Now” button to begin the payment process.


For guidance on how to file a return, review the [Filing Original and Amended Returns Guide](#).


A screenshot of the Delaware Taxpayer Portal interface. At the top, there is a header with the portal logo on the left and a search bar on the right. Below the header is a navigation bar with links: HOME, PROFILE, ACCOUNT, TRANSACTIONS, MESSAGES, REQUESTS, GLOBAL HELP, and LOG OUT. The main content area shows a breadcrumb trail: TRANSACTIONS > FILE A TAX RETURN. The title of the page is "Enter Tax Return - Confirmation". Below the title, a green box contains the message: "Return was submitted successfully. The confirmation number is: FR0000000184. Please print or save this number for future reference." At the bottom of the green box are two buttons: "Make a Payment Now" and "Print". In the bottom right corner of the page, there is a "Return Home" button.

2 Select payment amount and payment method

Enter your payment amount and payment method (ACH or Credit/Debit). You may also select the checkbox to pay the total outstanding balance. Checking this box will automatically populate the full balance on the period in the Payment Amount field. Select “Next” to continue.





Search 

[HOME](#)
[PROFILE](#)
[ACCOUNT](#)
[TRANSACTIONS](#)
[MESSAGES](#)
[REQUESTS](#)
[GLOBAL HELP](#)
[LOG OUT](#)

TRANSACTIONS / MAKE A PAYMENT

Account Payment

[Change Payment Type](#) * indicates required field

Penalty and Interest amounts reflect how much is due as of today. Please note that we only accept Credit and Debit Cards for payments less than \$10,000.

Tax	\$2,445.00
Penalty	\$1,833.75
Interest	\$428.01
Outstanding Balance	\$4,706.76

* Payment Amount

\$

☐ Check here to pay your Total Outstanding Balance

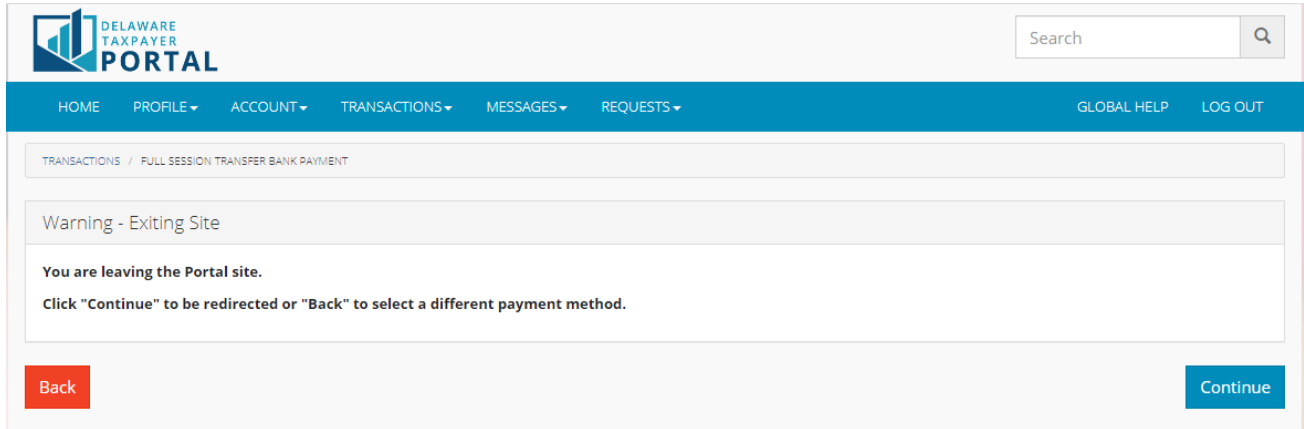
* Payment Method

Cancel

Next

3 Secure Transfer to Payment Provider

On the next screen, you will see a warning message that you are being redirected to another site to complete the payment. Select “Continue” to begin the redirect.



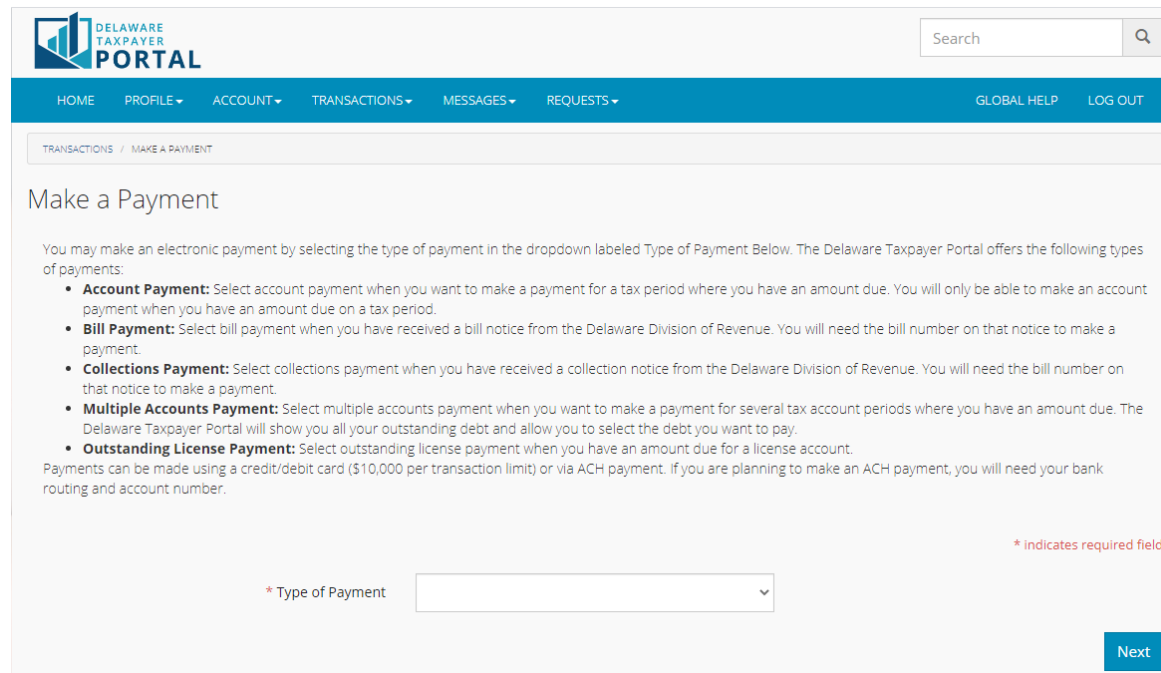
The screenshot shows the Delaware Taxpayer Portal interface. At the top left is the portal logo. To its right is a search bar with the placeholder text "Search" and a magnifying glass icon. Below the logo and search bar is a blue navigation bar with the following links: HOME, PROFILE, ACCOUNT, TRANSACTIONS, MESSAGES, REQUESTS, GLOBAL HELP, and LOG OUT. Below the navigation bar is a breadcrumb trail: TRANSACTIONS / FULL SESSION TRANSFER BANK PAYMENT. The main content area features a warning message box with the title "Warning - Exiting Site". The message text reads: "You are leaving the Portal site. Click 'Continue' to be redirected or 'Back' to select a different payment method." At the bottom of the warning box are two buttons: a red "Back" button on the left and a blue "Continue" button on the right.

2 Select the type of payment

Select the Type of Payment from the drop-down.

Most often, “Account Payment” will be selected. A complete list of the payment types, and their uses include:

- **Account Payment:** Select account payment when you want to make a payment for a tax period where you have an amount due. You will only be able to make an account payment when you have an amount due on a tax period.
- **Bill Payment:** Select bill payment when you have received a bill notice from the Delaware Division of Revenue. You will need the bill number on that notice to make a payment.
- **Collections Payment:** Select collections payment when you have received a collection notice from the Delaware Division of Revenue. You will need the bill number on that notice to make a payment.
- **Multiple Accounts Payment:** Select multiple accounts payment when you want to make a payment for several tax account periods where you have an amount due. The Delaware Taxpayer Portal will show you all your outstanding debt and allow you to select the debt you want to pay.
- **Outstanding License Payment:** Select outstanding license payment when you have an amount due for a license account.



**DELAWARE
TAXPAYER
PORTAL**

Search

HOME PROFILE ACCOUNT TRANSACTIONS MESSAGES REQUESTS GLOBAL HELP LOG OUT

TRANSACTIONS / MAKE A PAYMENT

Make a Payment

You may make an electronic payment by selecting the type of payment in the dropdown labeled Type of Payment Below. The Delaware Taxpayer Portal offers the following types of payments:

- **Account Payment:** Select account payment when you want to make a payment for a tax period where you have an amount due. You will only be able to make an account payment when you have an amount due on a tax period.
- **Bill Payment:** Select bill payment when you have received a bill notice from the Delaware Division of Revenue. You will need the bill number on that notice to make a payment.
- **Collections Payment:** Select collections payment when you have received a collection notice from the Delaware Division of Revenue. You will need the bill number on that notice to make a payment.
- **Multiple Accounts Payment:** Select multiple accounts payment when you want to make a payment for several tax account periods where you have an amount due. The Delaware Taxpayer Portal will show you all your outstanding debt and allow you to select the debt you want to pay.
- **Outstanding License Payment:** Select outstanding license payment when you have an amount due for a license account.

Payments can be made using a credit/debit card (\$10,000 per transaction limit) or via ACH payment. If you are planning to make an ACH payment, you will need your bank routing and account number.

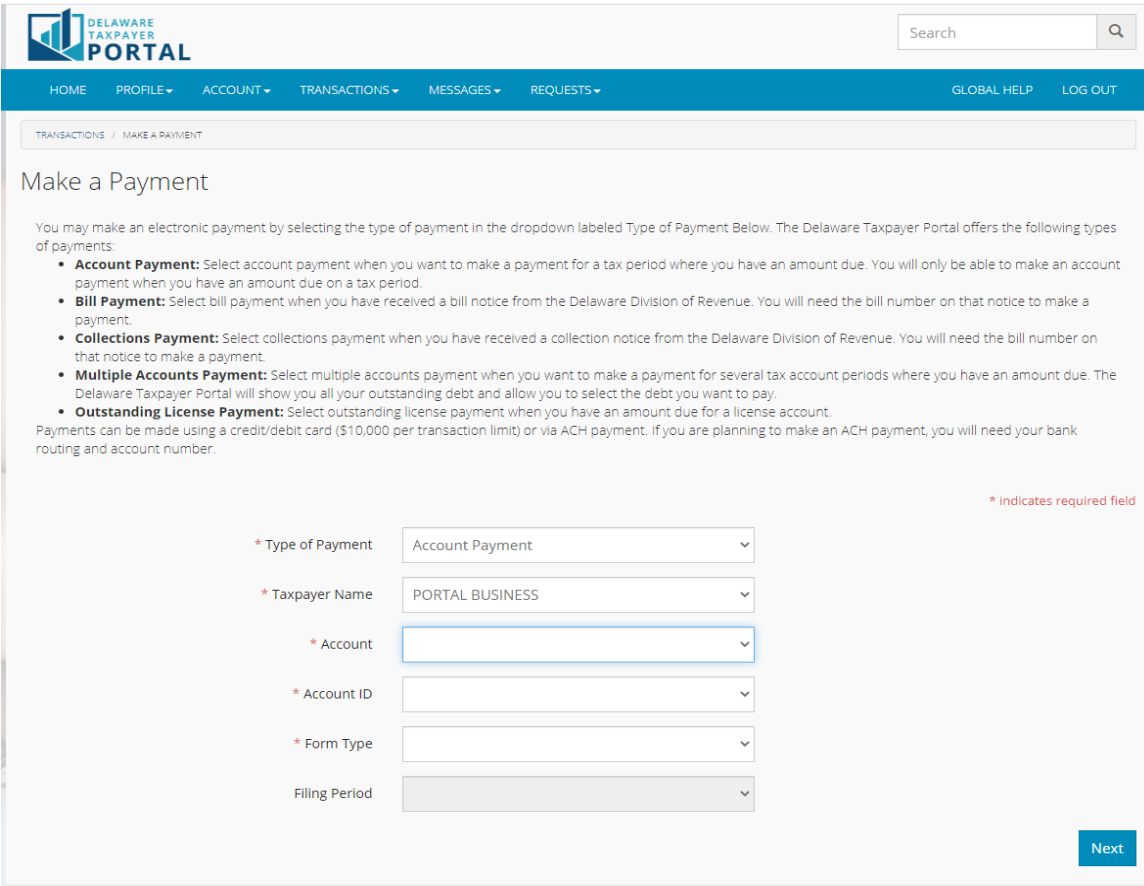
* indicates required field

* Type of Payment

Next

3 Complete the “Make a Payment” screen

Based on the type of payment selected, complete the drop-down fields provided. Ensure you select the proper Taxpayer Entity, Tax Account, and Account ID (if required) prior to continuing. Select “Next”.



DELAWARE TAXPAYER PORTAL

Search

HOME PROFILE ACCOUNT TRANSACTIONS MESSAGES REQUESTS GLOBAL HELP LOG OUT

TRANSACTIONS / MAKE A PAYMENT

Make a Payment

You may make an electronic payment by selecting the type of payment in the dropdown labeled Type of Payment Below. The Delaware Taxpayer Portal offers the following types of payments:

- **Account Payment:** Select account payment when you want to make a payment for a tax period where you have an amount due. You will only be able to make an account payment when you have an amount due on a tax period.
- **Bill Payment:** Select bill payment when you have received a bill notice from the Delaware Division of Revenue. You will need the bill number on that notice to make a payment.
- **Collections Payment:** Select collections payment when you have received a collection notice from the Delaware Division of Revenue. You will need the bill number on that notice to make a payment.
- **Multiple Accounts Payment:** Select multiple accounts payment when you want to make a payment for several tax account periods where you have an amount due. The Delaware Taxpayer Portal will show you all your outstanding debt and allow you to select the debt you want to pay.
- **Outstanding License Payment:** Select outstanding license payment when you have an amount due for a license account.

Payments can be made using a credit/debit card (\$10,000 per transaction limit) or via ACH payment. If you are planning to make an ACH payment, you will need your bank routing and account number.

* indicates required field

* Type of Payment Account Payment

* Taxpayer Name PORTAL BUSINESS

* Account

* Account ID

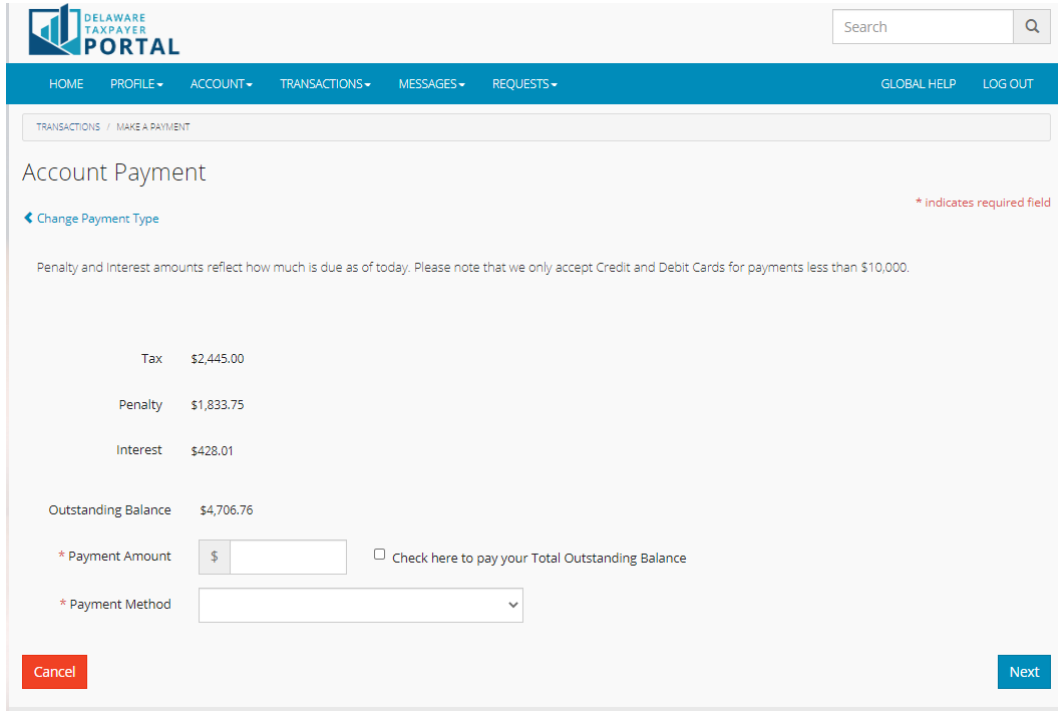
* Form Type

Filing Period

Next

4 Select payment amount and payment method

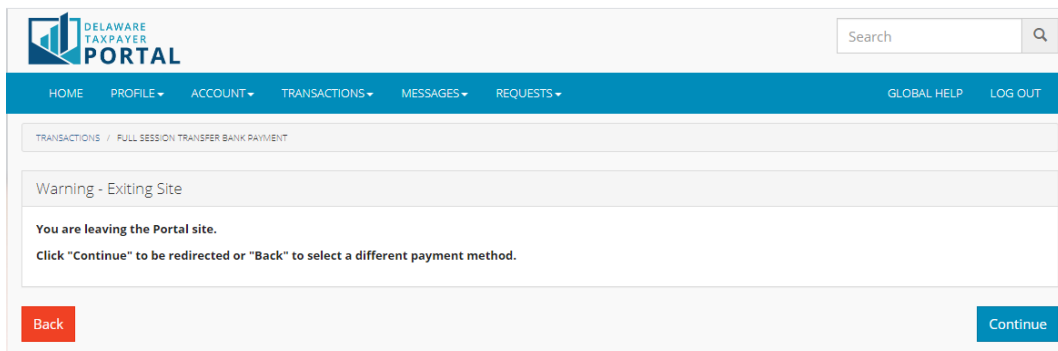
Enter your payment amount and payment method (ACH or Credit/Debit). You may also select the checkbox to pay the total outstanding balance. Checking this box will automatically populate the full balance on the period in the “Payment Amount” field. Select “Next” to continue.



The screenshot shows the 'Account Payment' page in the Delaware Taxpayer Portal. The page has a blue header with the portal logo and navigation links: HOME, PROFILE, ACCOUNT, TRANSACTIONS, MESSAGES, REQUESTS, GLOBAL HELP, and LOG OUT. A search bar is in the top right. Below the header, a breadcrumb trail reads 'TRANSACTIONS / MAKE A PAYMENT'. The main heading is 'Account Payment'. A link 'Change Payment Type' is on the left. A note states: 'Penalty and Interest amounts reflect how much is due as of today. Please note that we only accept Credit and Debit Cards for payments less than \$10,000.' Below this, a table lists: Tax (\$2,445.00), Penalty (\$1,833.75), Interest (\$428.01), and Outstanding Balance (\$4,706.76). There are two required fields: '* Payment Amount' (with a '\$' icon and a text input) and '* Payment Method' (a dropdown menu). A checkbox labeled 'Check here to pay your Total Outstanding Balance' is next to the payment amount field. At the bottom are 'Cancel' and 'Next' buttons. A legend indicates '* indicates required field'.

5 Secure Transfer to Payment Provider

On the next screen, you will see a warning message that you are being redirected to another site to complete the payment. Select “Continue” to begin the redirect.



The screenshot shows a warning message in the Delaware Taxpayer Portal. The header and navigation are the same as the previous screen. The breadcrumb trail reads 'TRANSACTIONS / FULL SESSION TRANSFER BANK PAYMENT'. The main heading is 'Warning - Exiting Site'. The message text says: 'You are leaving the Portal site. Click "Continue" to be redirected or "Back" to select a different payment method.' At the bottom are 'Back' and 'Continue' buttons.

Pay with Credit Card

1 Select a Payment Method

Select a stored payment method or select a new method of payment. Select “Make a Payment” to continue.




Delaware Division of Revenue

Pay Online


Select Payment Method

Select a Stored Payment Method

☐ Visa - 1111


or

Please Choose the Method of Payment

☒ Pay by Credit or Branded Debit


Make a Payment

View Scheduled Payments

Exit

2 Payment Details

Enter the required information for the payment method. When complete, select “Continue”.




Delaware Division of Revenue

Pay Online

Payment Information

Cardholder's Name*

Card Number*



Signature Panel Code*

Expiration Date*

MM

YY

Address Line 1*

Address Line 2

Country*

United States

ZIP Code*

City

State

--Select One--

Payment Date*

03/19/2021

Receipt Email Address*

Text Receipt Phone Number

###-###-####

Bill/Invoice Information

Amount

\$ 159.37

Bill/Invoice Details

☐ Please check here to store the payment method for future use.

☐ By clicking this box, you are agreeing to allow Delaware Division of Revenue to process this payment.

Continue

Exit

3 Payment Confirmation

Verify the payment details and select “Confirm” to continue.



Delaware Division of Revenue

Pay Online

Payment Confirmation

Payment Information

Cardholder's Name:	Ima Person
Card Type:	VISA
Card Number:	*****0009
Signature Panel Code:	****
Expiration Date:	12/2035
Payment Date:	03/19/2021
Address Line 1:	9 smith st
Country:	United States
City:	WILMINGTON
State:	Massachusetts
ZIP Code:	01887
Email Address:	imaperson@mail.com
Text Receipt Phone Number:	N/A

Bill/Invoice Information

Amount:	\$156.76
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4 Payment Processing


Once confirmed your payment is submitted for processing.

Do not leave this screen or press the back button until payment processing is completed.



Delaware Division of Revenue

Pay Online



Please wait while your payment is being processed.
DO NOT PRESS THE BACK BUTTON ON YOUR BROWSER

If your browser fails to reload shortly, [click here](#)

Pay with ACH

1 Select a Payment Method

Select a stored payment method or select a new method of payment. Select “Make a Payment” to continue.



Delaware Division of Revenue

Pay Online

Select Payment Method

Select a Stored Payment Method

☐ Personal Checking - 6789

or

Please Choose the Method of Payment

☐ Pay by Personal Check
☒ Pay by Corporate Check

Make a Payment

View Scheduled Payments

Exit

2 Payment Details

Enter the required information for the payment method. When complete, select “Continue”.



Delaware Division of Revenue

Pay Online

Payment Information

Company Name*

Routing Transit Number*

Type of Account*

Corporate Checking

Account Number*

Confirm Account Number*

Employer Identification Number (EIN)

(e.g. 00-0000000)

Address Line 1*

Address Line 2

Country*

United States

ZIP Code*

State*

--Select One--

City*

State*

Payment Date*

03/19/2021

Email Address*

Text Receipt Phone Number

--****

☐ Please check here to store the payment method for future use.
☐ By clicking this box, you are agreeing to allow Delaware Division of Revenue to process this payment.

Continue

Change Payment Method

Exit

Bill/Invoice Information

Amount

\$ 45,819.16

Bill/Invoice Details

3 Payment Confirmation

Verify the payment details and select “Confirm” to continue.



Delaware Division of Revenue

Pay Online

Payment Confirmation	
Payment Information	
Company Name:	Ima Company
Routing Transit Number:	*****1360
Account Number:	*****6789
Employer Identification Number (EIN):	N/A
Type of Account:	Corporate Checking
Payment Date:	03/19/2021
Address Line 1:	9 smith st
Country:	United States
City:	WILMINGTON
State:	Massachusetts
ZIP Code:	01887
Email Address:	Mail@mail.com
Text Receipt Phone Number:	N/A
Bill/Invoice Information	
Amount:	\$45,819.16
<input type="button" value="Confirm"/> <input type="button" value="Modify"/> <input type="button" value="Change Payment Method"/> <input type="button" value="Exit"/>	

4 Payment Processing


Once confirmed your payment is submitted for processing.

Do not leave this screen or press the back button until payment processing is completed.



Delaware Division of Revenue

Pay Online



Please wait while your payment is being processed.
DO NOT PRESS THE BACK BUTTON ON YOUR BROWSER

If your browser fails to reload shortly, [click here](#)